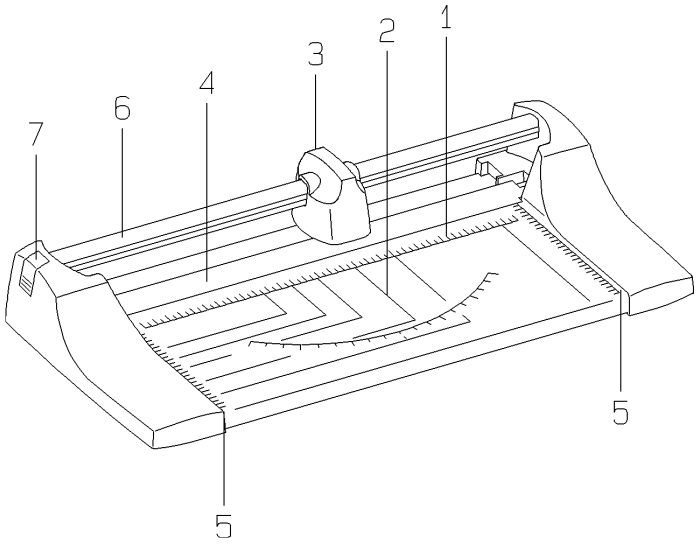

OPERATING INSTRUCTIONS FOR DAHLE PERSONAL TRIMMERS, MODEL NUMBERS 500, 507 AND 508

READ THESE INSTUCTIONS BEFORE USING YOUR TRIMMER:

Safety

All Dahle trimmers are individually checked for correct operation before distribution.

When using this trimmer, please adhere to regulations governing the operation of trimmers and ensure that all safety features are working properly.

This machine has a rotating circular blade which is pulled longitudinally through the material to be cut. The blade is housed in a plastic cutting head guard for safety.

THIS TRIMMER MUST NOT BE OPERATED IF THE CUTTING HEAD GUARD IS NOT IN PLACE.

DO NOT UNDER ANY CIRCUMSTANCES TOUCH THE EDGE OF THE CIRCULAR BLADE WITH YOUR HAND

Features

The two horizontal and one vertical scale bars marked on the trimmer table area are calibrated in inches (1). The photographic size markings and the degrees (together with paper size markings on the model 500) on the table area are meant as a guide only (2). The machines are provided with a ground steel circular cutting blade enclosed in a cutting head (3) and an automatic clamp (4).

Operating the trimmer

The machine is able to cut up to 4 sheets of 20# paper in one pass. It can also cut light card, acetates and other thin materials. Any attempt to exceed the stated single pass capacities could result in damage to the machine. If you have any doubts concerning the ability of the machine to cut any particular material then contact our helpdesk for advice.

The rotating circular blade is pulled longitudinally through the material to be cut. The blade housing is fitted to a support bar along which it runs. The machine will cut in both directions along the support bar axis.

With the blade housing parked at one end of the support bar, insert the material to be cut underneath the clear plastic clamp (4). Push the material through until the place that you wish to cut is aligned with the table area cutting edge. Use the plastic moulding at the top or the bottom of the trimmer (5) as a guide to ensure that the material is set square to the blade before cutting. For a good quality cut, even with the thinnest material, it is advisable to pull the blade housing along the cutting support bar gently and evenly. Moving the blade housing along the support bar automatically engages the plastic clamp to ensure that the material is held securely in position. Pull the blade housing along the entire length of the cutting support bar and park it at the opposite end from which you started before attempting to remove the material you are cutting. The scale bars and table markings can be used to help achieve an accurate cut.

Changing the blade

The rotating circular blade on Dahle Personal Trimmers is designed to be self sharpening. However, depending on usage, it is likely that the blade will eventually become blunt. This can be detected by reduced cutting capacity and greater effort required to run the blade housing along the support bar. Dahle Personal Trimmers have been designed to ensure that replacement of the blade is a simple operation.

The blade housing support bar (6) is fixed within the side parts of the trimmer. Take out the clip (7), then pull out the support bar (6) far enough for the blade housing to come off. Slide the new blade housing* onto the support bar ensuring that it is installed the same way round as the old one (the rubber wheel inside the blade housing should sit on top of the automatic plastic clamp and the circular rotary blade should run alongside the metal table area of the trimmer). Now slide the support bar (6) back in and put the clip (7) back in place.

For technical advice concerning this product, or information concerning servicing, contact the Service Department at 800 - 658 - 8788 ext 129.

* New cutting heads for your personal trimmer are available from ABC Office.

abcoffice www.abcoffice.com (800) 658-8788